

**CORPORATE GIVING CHECKLIST
Chesapeake Energy Corporation
Donation Request - Program Funding**

Name of Organization:

Contact Information

Address:
Contact Person:
Contact Name:
Contact's Relationship to the Organization:
Contact Number:
Contact Email:
Website:

General Information

Mission:
Objectives:
Purpose:
Overview/Description:
List of Board Members (If applicable):

Service Information

Number of people served by your organization:
History of Success:
EXAMPLE: 52% of kids that graduate from our mentoring program have gone to a higher learning institute
What geographic area do you serve?

Donation Request Information:

What program/event are you asking us to support?
EXAMPLE: We have recently launched a Mentoring Program for which we are seeking assistance.
Provide a brief overview of the Program:
What is the purpose of the program?
Is this program new or established (if so, how many years)?
Indicate the form of donation that you are seeking. Most common are as follows:
Monetary Donation/In-Kind/Sponsorship
Include the specific amount of what you are seeking:
EXAMPLES:
We are asking that Chesapeake donate computers for our new KidsTECH Program
We are seeking a donation of \$1,000 to underwrite the cost of our endeavor
What recognition/benefits are offered to those who support this cause?
EXAMPLE: The underwriting sponsor of our playground will get their logo on the entrance sign
Have you sought other sponsors?

Financials

501c3 Verification
Annual Budget
Most recent financial report (audit preferred, board approved financial statements accepted)